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a great deal of money and their values are constantly and rapidly advancing, but just at present museums have a distinct advantage over the dealer in buying from a private person, inasmuch as the seller of pictures to a museum avoids the paying of the Government tax of ten per cent. imposed upon sales to private buyers, and I feel that on this account it will be well for Cleveland to reap as much benefit as possible from this condition, while it lasts.

The second-story room lends itself because of its proportions to being readily subdivided into a succession of small rooms, each one of which could be furnished as a period room as fast as we can accumulate the contemporaneous woodwork, paneling, sheathing, etc., appropriate for museum exhibition.

REPORT OF THE SALES DEPARTMENT

BY EDD. A. RUGGLES

(Prepared for the Anniversary Meeting, June 6, 1919)

The work of the Sales Department is shown by the following tabulations:

Print Shop:	
Bulletin envelopes printed	31,500
Correspondence and other envelopes	25,100
Letterheads	11,500
Gallery notices (20 forms)	480
Other printing	106,353
	174,933

It is hoped to increase the product of the Print Shop by printing at one time a sufficient quantity of office forms and stationery to last at least six months.

Photograph Studio:	
Objects registered (photos)	3,696
Registration negatives	308
Other negatives (not including those made for lantern-slides)	667
Registration prints	1,232
Other prints	4,327
Lantern-slides	476

The changes recently completed in the Studio and Print Shop have added comfort, convenience and attractiveness to the workrooms, which will undoubtedly be reflected in the product thereof.

Sales Room:	
Postcards sold	2,875
Large prints	454
Inaugural catalogues	2
Lantern-slides	45

Holden catalogues	217
Special exhibition catalogues	1,071
Gallery leaflets	3,412
Song-books	420
Exhibits amounting to $723.50	33

The Sales Room could sell much more if it had the supplies. It is hoped to accomplish this by a better system in the Studio or by having a great deal of the stock manufactured outside, as The Art Institute of Chicago does. However, we have never been able to obtain attractive prices for postcards or color-prints without buying a very large quantity of one subject, which would too greatly limit the much-needed variety.

ACCESSIONS—GIFTS

OBJECT	SOURCE
2 medals commemorating Treaty of Versailles, by Chester Beach; 2 medals commemorating the signing of peace, by Emil Fuchs; and 1 Victory Medallion, by Paul Manship; American	Dudley P. Allen Fund.
4 plaster casts of Penton Medal, by Steven Rebeck, American (Educational)	The artist.
1 dagger, East Indian	Mrs. Philip L. Cobb.
1 medal: National War Garden Commission, American	The National War Garden Commission.
1 box insects (Educational)	Purchased by Educational Purchase Fund.
1 statue, The Bacchante, by MacMonnies, American	From a Friend of the Artist.
7 books printed by Bruce Rogers and others	Sundry Purchase Fund.
1 painting, Etruria, by Benjamin West, American	The John Huntington Collection.
1 stone axe-head, North American Indian (Educational)	W. G. Krapp.
1 asbestos boulder (Educational)	Oscar F. Lang.
1 moose head (Educational)	C. W. Scofield.
4 lacquer boxes, Japanese; 1 silver stein, German; 1 petit-point embroidered tapestry, English; 2 bottles and 1 nut-cutter, East Indian; 1 lacquer box, 1 silver fragment, and 1 silver case, Russian; 1 chalice and 1 mounted conch-shell, Tibetan; 1 burial urn, 3 boxes, and 1 chow-bowl, Siamese.	J. H. Wade.